

# What's New From The Bureau of Child Care

## A. Message from the Child Care Administrator Michelle Thomas

CareFinderIndiana  
[www.childcarefinder.IN.gov](http://www.childcarefinder.IN.gov)



### INSIDE THIS ISSUE:

- A. Message from Child Care Administrator
- B. Quality Development  
Participation in Paths to QUALITY still growing!
- C. Licensed Child Care Centers
  - a. Fall Roundup
  - b. The Common Cold
- D. CCDF Policy Accreditation
- E. Unlicensed Registered Ministries  
VCP & Food Sanitation Trainings
- F. Child Care Operations  
New staff
- G. Child Care Health Consultant Program  
Biting
- H. Licensed Child Care Homes
  - a. Child Care Home Advisory Committee
  - b. Water Temperature

On October 1, 2008, we completed another Federal Fiscal year and as always, I reflect back on our accomplishments. We again increased the amount of TANF dollars that are transferred to the CCDF voucher program. The extra dollars allowed us to increase the number of working families served, as well as increase the income eligibility limit for families. A family of three may now make up to \$429/month more and still receive child care assistance.

We were chosen as a first round state to complete a federally required report regarding CCDF program eligibility error rates. Indiana reported a final error rate of only 2.6%.

We launched Paths to QUALITY in 41 counties. The program is designed to give parents information about the quality of care they are choosing for their children, as well as to give resources to providers that will assist them in providing high quality care to Indiana's youngest children. More details may be found later in this newsletter.

We launched a statewide Child Care Health Consultant program. In only our first year, we have provided hundreds of local trainings on health and safety topics to well over a thousand participants. Further, we have provided hundreds of onsite consultation visits to child care providers.

We continue to assist child care providers in reaching their professional goals by providing TEACH scholarships, as well as free training and mentoring services to child care providers. And for the third year in a row, we have increased the number of Licensed Child Care Home providers.

Indiana has much to celebrate in the early care and education field. Please stay tuned as we continue to demonstrate our commitment to maintaining high quality services for our young Hoosiers.

## B. Quality Development - Janet Deahl

### Participation in Paths to QUALITY Still Growing!

Since 1/1/08, 837 child care providers have attended an Introduction Session to find out more about Paths to QUALITY and **610 providers in 41 counties are now enrolled in the system**. The program roll out is progressing on schedule and will be available on October 1, 2008 in the central Indiana counties of Marion, Hamilton, Hendricks and Johnson. If you are a child care provider in one of these counties and would like more information about how to enroll in Paths to QUALITY, call your local Child Care Resource and Referral Agency, Child Care Answers, at 1-800-272-2937 or 317-631-4643.

BCC has established an overall provider participation goal for Paths to QUALITY that, within one year of the program's availability in a region, 60% of the Licensed Centers, 35% of the Licensed Homes and 5% of the Unlicensed/Registered Ministries in the region will have enrolled and have a rating assigned. So far our latest data indicates that we are well on the way to meeting this goal.

Paths to QUALITY is a **free and voluntary** new program designed to help child care providers learn new ways to improve the quality of their care and to validate programs and providers for ongoing efforts to achieve higher standards of quality. It is also a good way to build your business and serve the families in your care. To find out more about Paths to QUALITY and check when the program will be available in your county, go to [www.childcarefinder.in.gov](http://www.childcarefinder.in.gov) or call 1-800-299-1627.



For every child, there's a path to a brighter future...

For every family, a path to trusted child care and peace of mind...

And for every child care provider, a path to higher standards of excellence.

In the state of Indiana, it's called Paths to QUALITY

### CHILD CARE PROVIDER FORMS

The Bureau of Child Care receives numerous phone calls from providers seeking certain child care forms for their use. While not all provider forms are available online, many of these forms can be accessed on the CareFinder Indiana website at:  
<http://www.in.gov/fssa/carefinder/3245.htm>.

## C. Licensed Child Care Centers - Lisa Clifford



### a. FALL ROUNDUP!

School is back in session and color is all around us. The Fall season with changing weather and colorful leaves provides ample opportunity for outdoor play and nature crafts. Remind parents to layer clothing to allow for the variable temperatures of Fall. Feature fresh Fall vegetables and fruits in your menus. All types of squash, pumpkins and apples are plentiful and packed with nutrients. HAPPY AUTUMN!

#### *What You Should Know About...*

### b. THE COMMON COLD IN THE CHILD CARE SETTING

The common cold is caused by many different types of viruses. Usual symptoms can include sore throat, runny nose and watering eyes, sneezing, chills, and a general, all-over achiness.

Colds may be spread when a well person breaths in germs that an infected person has coughed, sneezed, or breathed into the air or when a well person comes in direct contact with the nose, mouth, or throat secretions of an infected person (for example, when a well person's hands touch a surface that the infected person has coughed or sneezed on).



To prevent the spread of colds:

- Make sure that all children and adults use good handwashing practices.
- Clean and disinfect all common surfaces and toys on a daily basis.
- Make sure the child care facility is well ventilated, either by opening windows or doors or by using a ventilation system to periodically exchange the air inside the child care facility.
- Make sure that children are not crowded together, especially during naps on cots.
- Teach children to cover coughs and wipe noses using disposable tissues in a way that secretions are contained by the tissues and do not get on their hands.

Excluding children with mild respiratory infections, including colds, is generally not recommended as long as the child can participate comfortably and does not require a level of care that would jeopardize the health and safety of other children. Such exclusion is of little benefit since viruses are likely to be spread even before symptoms have appeared.

## D. CCDF Policy - Linda Kolbus

### Accreditation

The Bureau of Child Care is pleased to announce that the Association of Christian Schools International (ACSI) has met the scoring requirements, and is considered an officially recognized accrediting body for child care providers in Indiana effective October 1, 2008.

Child care providers meeting ACSI standards may be eligible for a 10% above market rate reimbursement for CCDF voucher children. This accreditation now meets one of the requirements for Level 4 participation on the Paths to QUALITY program.

The Bureau of Child Care currently recognizes the following accrediting bodies:

- \* COA - Council on Accreditation
- \* NAEYC - National Association for the Education of Young Children
- \* NAFCC - National Association of Family Child Care
- \* NECPA - National Early Childhood Program Accreditation
- \* ACSI - Association of Christian Schools International

## E. Unlicensed Registered Ministries Ken Hudson

### Voluntary Certification & Food Sanitation Trainings

Are you interested in applying for the ministry Voluntary Certification Program (VCP) and/or meeting the Food Sanitation Training standard in the Food/Nutrition VCP?

The Bureau of Child Care is offering training in both areas. To register for these trainings please contact your local Resource and Referral office for scheduling.

For additional information you may also email the Registered Child Care Section Manager at [Kenneth.hudson@fssa.in.gov](mailto:Kenneth.hudson@fssa.in.gov).

## F. Child Care Operations Randy Wagner

The Operation Team is proud to welcome Julie Hall as our newest staff member. Julie's duties include processing CCDF discrepancy payments and returning calls.

The Operation Team is currently working with our Policy Team on a Scanning Project for our Intake Agents. Intake Agents will scan CCDF applications documentation for direct service vouchers. Monitors will be able to complete timelier, centralized review of documentation to ensure the applicants are eligible.

Our goal is to increase our file monitoring from 30% to 100% to help lower our Improper Payments.





## G. Child Care Health Consultant Program

Paula McClain

### Biting

It is a fact of life. Frequently children under the age of 3 years bite, (actually about 1 in 10). That being said, it is somewhat normal for toddlers to bite. Being normal does not make it any easier to handle in the child care setting. In order to respond to biting and control it we must first determine if we can find out why the child is biting. Children bite for a number of different reasons.

- Need for autonomy and control; independence
- Sensory exploration
- Peer interaction (showing friendship or affection)
- Imitation
- Attention
- Muscle maturity (holding on and letting go)
- Anxiety, panic
- Experimenting with cause and effect (biting produces a predictable and spectacular response)
- Frustration, stress

There are no quick and easy solutions to biting. **Biting a child because that child bit another is NEVER APPROPRIATE**

This reaction only violates the child's trust in adults and teaches the lesson that it is ok to bite if you are bigger than the other person. Obviously, the first solution to biting is to treat every case individually. This takes lots of close observation. Try to determine why a child bites and the solution may be easy.

Look at the environment and make sure it is not overcrowded, over stimulating, and that there are enough toys for all children. If an incident occurs do not panic or over react. Place most of your attention on the child that was bitten. If the skin was broken treat the wound appropriately by washing and using an antiseptic. Include the biter in the treatment by showing them what they have caused. "You hurt Johnny. Biting is not a good thing." Be aware that anger is a very legitimate emotion. Children have not learned how to handle it. Teach the child positive ways to release their anger. Prompt pro-social behavior. This can be done by helping the child ask to share a toy.

Finally, be sure the family is involved so there is consistency between home and child care. If biting continues beyond the toddler years there may be a need for consultation with a health care provider to determine cause.

Reference: AtoZ Health and Safety in the Child Care Setting, Stoll, Barbara H., Second edition 2005

### Child Care Health Consultant Program Overview

A free, voluntary child care health consultation program is available to all out-of-home child care providers in Indiana. Nurse and dietary professionals are available to providers as a training and support resource for multiple health and nutrition issues. These consultants are available for on-site assessments and, depending on the specific need, can provide educational information in written handout form, by e-mail, or personal presentations. Specific areas of focus include:

- Medical home information
- Immunizations
- Communicable diseases and sanitation
- Nutrition and physical activity
- Mental health information



## H. Licensed Child Care Homes - Debbie Sampson



### a. Child Care Home Advisory Committee

You should have received a postcard in the mail explaining what the Child Care Home Advisory Committee is and how to contact your representative. The list of representatives is on [www.childcarefinder.in.gov](http://www.childcarefinder.in.gov). The committee met twice in September in preparation for their presentation to the legislative Child Care Committee.

The group decided to present their concerns on zoning issues related to child care homes, confidentiality of people making complaints, and issues with CCDF voucher payments. You can view the minutes from these meetings on the ChildCareFinder website.

### b. Water Temperature

Just a reminder: hot water temperatures should be between 100°F and 120°F. Water temperature hotter than 120° can burn a child. We have had children burnt in child care homes due to the temperature being too hot. The following burn chart illustrates the importance:

<u>Temperature</u>	<u>Time to Produce Partial Thickness Burn in Children</u>
120°F	2.5 minutes
125°F	.6 - 1 minute
130°F	15 seconds
135°F	5 seconds
140°F	2.5 seconds
145°F	1.5 seconds
150°	.75 seconds
155°	.5 seconds

### Important Phone Numbers:

Child Care Information Line: 1-877-511-1144

Parent Information Line: 1-888-463-5473

CCDF Help Desk 1-866-258-8808